



Memorandum

TO: HONORABLE MAYOR AND
CITY COUNCIL

FROM: Sara L. Hensley

**SUBJECT: PARKS, RECREATION AND
NEIGHBORHOOD SERVICES
2004-2005 AGREEMENTS**

DATE: 06-07-04

Approved

Date

COUNCIL DISTRICT: Citywide
SNI AREA: N/A

RECOMMENDATION

Adopt a resolution authorizing the City Manager to:

(a) negotiate and execute agreements for Parks, Recreation and Neighborhood Services Department (PRNS) programs consistent with the amounts budgeted for these programs in the adopted budget for 2004-05; and

(b) accept grant funds from the County of Santa Clara (County) for provision of mental health services and senior nutrition programs, in amounts consistent with budgeted amounts, and on terms and conditions determined reasonable by the City Manager; and

(c) negotiate and execute all agreements and amendments thereto related to the County grant funds awarded for 2004-05 in amounts consistent with budgeted amounts; and

(d) enter into a three-month extension of the Senior Nutrition Agreement into the first three months of FY 2005-06 and to accept grant funds for that period in amounts consistent with budgeted amounts, until a new agreement for 2005-06 is finalized with the County; and

(e) negotiate and execute an amendment to the current 3-year Grant Agreement with the California Department of Education to accept the increase of \$138,556 in the grant funds for FY's 2003-04 and 2004-05 for the San Jose L.E.A.R.N.S. Program.

BACKGROUND

In response to the City Council and City Manager's interest in accelerating the City's administrative processes, including the contract process, PRNS is seeking authorization to negotiate and execute 2004-05 agreements. This authorization will allow execution of agreements during the City Council's July recess. These agreements either expire June 30, 2004 or will need to be executed sometime during the fiscal year.

ANALYSIS

The City contracts with community-based organizations, school districts, and other parties for various programs administered by PRNS. These programs provide services that support the livability of neighborhoods, offer opportunities for individuals to enjoy life, and strengthen communities of people within San José. The City also contracts with the County to receive funds for the provision of senior nutrition services and the Grace Community Center program for mentally disabled adults.

The funding for these agreements is both ongoing, as in the case of programs added to the base budget, or one-time, and the City is interested in processing these agreements in a timely manner. The City Council has approved the funding of the agreements through discussion and approval of the City's budget for 2004-05.

In a number of cases, the amount to be paid or be received by the City through these contracts exceeds the City Manager's contract authority. By delegating to the City Manager the authority to negotiate and execute these contracts, the process of making funding available to the recipients will be expedited. Additionally, City Council and staff time that would usually be required throughout the organization to prepare and review individual memos for these agreements will be significantly reduced.

On May 4, 2004, the City Council approved Ordinance No. 27136, which amends the San Jose Municipal Code to provide for a preference in the award of contracts for local and small businesses. Consequently, due to the timing of the adoption of that policy, it is not practicable to follow that process for this year's contracting cycle, however, PRNS will be in compliance with the new local preference policy for next year's contracting process.

The proposed contracts and the corresponding compensation to be paid by the City with 2004-05 funds or to be received by the City are identified in the attachment. At the time this memorandum is being written, the final budget for 2004-05 has not been adopted by the City Council. In the event the amounts specified for these contracts change in the final budget, the contract would reflect the amount specified in the final budget. The City Manager shall have the authority to accept from the County funds exceeding the figures identified in the attachment for the specified programs and purposes identified in the attachment under the heading

“Compensation Paid to City of San José,” provided that the City Manager determines that the City is able to provide the services and comply with any additional requirements associated with the increased grant funds. The City Manager shall process any required budgetary adjustments resulting from a deviation in the amounts actually received from the County for such programs.

PUBLIC OUTREACH

The attachment identifies the contracts where public outreach is applicable.

COORDINATION

This memorandum has been coordinated with the City Attorney's Office, City Manager's Office and the City Manager's Budget Office.

COST IMPLICATIONS

The agreements cited in the attachment are funded in the FY 2004-05 Proposed Operating Budget.

CEQA

Not a project.

SARA L. HENSLEY
Director of Parks, Recreation and
Neighborhood Services

ATTACHMENT

AGREEMENT	DESCRIPTION	NOT TO EXCEED AMOUNT (PROPOSED 2004-05 BUDGET)
Alum Rock Union School District Agreement	Provide funds to district for Fischer Middle School blacktop replacement.	\$300,000
Catholic Charities of Santa Clara County Service Agreement	Provide senior services at East Side Senior Center.	\$110,000
Catholic Charities of Santa Clara County Agreement	Operate programs at the Washington Youth Center. Catholic Charities was selected through an RFP process.	\$480,150
Center for Training and Careers - Worknet	Support work-based learning and employment for youth including outreach and recruitment in 12 target schools and providing job preparation and placement and after placement support services as well as organizing job fairs.	\$102,000
Community Crime Prevention Associates Consultant Agreement	Provide evaluation services and limited resource development services for the San Jose B.E.S.T., and San Jose After School Programs.	\$150,000
Grace Baptist Church Lease Agreement	3-year lease of space, including church and adjacent building for operation of the Grace Community Center for a term beginning 7/1/2004 through 6/30/2007	\$104,030 for FY 2004-05 Subject to appropriation of funds for the subsequent FY's the 3-year Total will be \$321,547

AGREEMENT	DESCRIPTION	NOT TO EXCEED AMOUNT (PROPOSED 2004-05 BUDGET)
Kids Love Soccer	Instructor Agreement to provide soccer instruction.	\$250,000
MACSA Youth Center	Amendment to the current 2-year Grant Agreement with MACSA for the Operation of the MACSA Youth Center to reduce the General Funded Portion for 2004-05 to \$289,986. (CDBG portion to remain \$149,877 for 2004-05)	\$439,863
San Jose After-school Agreements	Provide funding to school districts and other agencies where youth may receive services which may include homework assistance, tutoring, other academic and cultural enrichment, recreation and nutrition.	\$3,700,000
San Jose Conservation Corps Agreement	Assist in removal of graffiti from private property.	\$147,300
Skyhawks	Provide summer sports camps at various community centers and other locations throughout the City.	\$250,000
<u>No-Cost Agreements</u>		
Multi-Disciplinary Team Agreements with School Districts with schools serving San Jose residents and the County of Santa Clara. These agreements are ongoing until terminated by the parties.	Pursuant to State law, a Multi-Disciplinary Team (MDT) will be established at each school district serving San José residents as part of the Safe School Campus Initiative. This will provide for collaborative effort to prevent, identify and control juvenile crime. Under State Law, confidential information may be exchanged between MDT members. The MDT agreements establish the protocol for the exchange of the confidential information.	Not applicable.

AGREEMENT	DESCRIPTION	NOT TO EXCEED AMOUNT (PROPOSED 2004-05 BUDGET)
<u>Compensation paid to the City of San Jose</u>		
California Department of Education	Amendment to the current 3-year Grant Agreement for the City's San Jose LEARNS program to increase by \$138,556 for FY's 2003-04 and 2004-05 for a new 3-year cycle total of \$5,032,562	New FY 2003-04 & 2004-05 totals of \$1,723,706 each, (new 3-year total of \$5,032,562)
Corporation for National and Community Services Grant Application and Agreement	Submit grant application for the 2005-06 Fiscal Year (which is due for submittal during the 2004-05 FY) and accept grant funds and negotiate and execute all agreements consistent with budgeted amounts if grant is awarded for provision of the Senior Companion Program	\$128,307
County of Santa Clara Agreement for Mental Health Services	Joint provision of mental health services at City's Grace Baptist Community Center.	City estimates receipt of up to \$520,000
County of Santa Clara Agreement for Senior Nutrition Program	Joint provision of a nutrition program for seniors.	City estimates receipt of up to \$1,000,000